

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday, December 1, 2016

Voting Members Present:

Anita Lopez, Auditor
Eric Zatko, Common Pleas Court Rep.
Julie East, Recorder Rep.
Lila Shousher, Treasurer Rep.
Steven Spitler, Commissioner Rep.
Adam Hansen, Clerk of Courts Rep.

Attendees:

Jason Gears, LCIS
Ron Heinold, LCIS
Jeremy Burnat, LCIS
Nate Inkrott, Sanitary Engineer's
Eric Grosswiler, I.B.E.W
Perry Hester, I.B.E.W

Recording Secretary:

Karen Schnitkey

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- Jason Gears called the meeting to order.
 - Motion to approve the minutes of the November 3, 2016 meeting made by Ms. Lopez, seconded by Mr. Zatko; motion carried.

Purchasing Requests

Sanitary Engineer

Mr. Inkrott presented a request to purchase a Ricoh Aficio MPC printer to replace an existing machine that is in need of repair but is unsupported due to age. Cost is \$8,753.21 with discounts provided for trade in of older machines. Funds are available in 5010-0540-530100. Motion to approve the request made by Ms. East, seconded by Mr. Spitler; motion carried.

Human Resources

The request for a time keeping system was pulled from the agenda. No discussion and no vote were taken.

Old Business

Case Management System

Mr. Zatko reported that Judges are working on the Local Rule. When this is completed they can go live with this portion of the project. Training is scheduled and ready to go. They are working on data conversion for Juvenile Court. In January they will begin the business process and work flow meetings with the General Division and Domestic Relations Court.

County Email

Mr. Gears reported that work has been on hold so as not to impact BOE and the recent election work. They will resume in 2017 to run the Dell DPAC analysis to measure server usage and utilization.

County Web Site

Ms. Schnitkey reported that they've reviewed preferences for the gray scale web layout. A meeting is scheduled for December 20, 2016 to review a preliminary design in jpg format. The redesign project

is currently ahead of schedule. Staff continue to work on cleaning up backend data of users and groups.

New Business

A. 2017 meeting dates have been scheduled and are:

- Monday Jan. 9 – Organizational Meeting
- Thursday Feb. 2
- Thursday Mar. 2
- Thursday Apr. 6
- Thursday May 4
- Thursday June 1
- Thursday July 6
- Thursday Aug. 3
- Thursday Sep. 7
- Thursday Oct. 5
- Thursday Nov. 2
- Thursday Dec. 7

B. I.B.E.W. Labor Contract - Tabled until after Executive Session

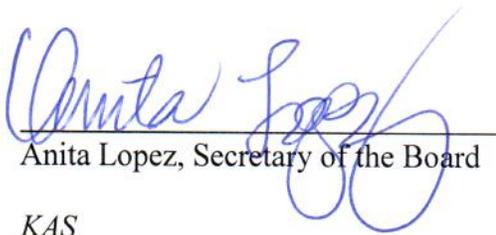
Executive Session

Ms. Shousher made a motion to enter Executive Session for the purpose of discussing LCIS personnel matters, seconded by Mr. Spitler. Role was called as follows: Lopez - yea, Zatkan - yea, East - yea, Spitler - yea, Shousher - yea, Hansen - yea; motion passed.

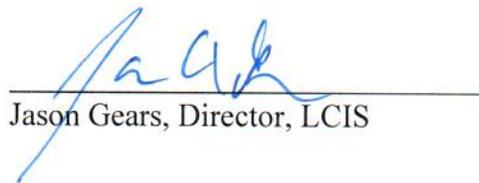
Mr. Zatkan made a motion to exit Executive session, seconded by Ms. East; motion passed.

Ms. Shousher made a motion to accept the I.B.E.W. contract as presented, seconded by Mr. Zatkan, Ms. Lopez abstained. Ms. Lopez mentioned that the contract will be presented to the Lucas County Commissioners at the Dec. 5, 2016 meeting for approval.

Mr. Gears made a motion to adjourn, seconded by Ms. East; motion approved.



Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

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